

HOW TO USE THE DISTRIBUTION OF TEXTBOOK SERVICES BID

BID #ESCNJ 17/18-32

Members should reference the bid number (#ESCNJ 17/18-32) and ESCNJ State identification number (#65MCESCCPS) on their purchase order.

Once members are ready to purchase textbooks with a purchase order of \$2000.00 or more, Book-It Distribution must be contacted to provide further shipping instructions. Contact information can be found here:

Debjo Sales dba Book-It Distribution
Representative: Josh Kalish
103 North Road
Oak Ridge, NJ 07438
(973) 975-6354
jkalish@bookitdistribution.com

A copy of the purchase order will be sent to both the textbook manufacturer and Book-It Distribution. A copy of the purchase order is sent to Book-It Distributor to confirm the textbook order amount. The delivery schedule will be set up and confirmed with the Book-It Distributor representative.